

Florida Health Sciences Library Association
Executive Board Meeting
Hilton Garden Inn, Gainesville, FL
April 22, 2009
Minutes

CALL TO ORDER:

The FHSLA Executive Committee Meeting was called to order by President Barbara Wood at 6:00PM in Gainesville, FL at the Hilton Garden Inn.

Members Present:

Barbara Wood, President
Nancy Schaefer, Vice President
Dorothy R. Kelly, Secretary
Kristen Morda, Treasurer
Nadine Dexter, Immediate Past President
Linda Butson, Continuing Education Chair

Kathleen Moeller, Honors and Awards, Chair
Rose Bland, Membership Chair
Allison Howard, Webmaster & E-list Coordinator
Tanya Feddern-Bekcan, Vice President Nominee
Pamela Terragnoli, Secretary Nominee

I. APPROVAL OF THE MINUTES:

Barbara Wood asked for and received approval of the FHSLA Business Meeting Minutes of May 28, 2008 held at the Renaissance Vinoy Resort and Golf Club in St Petersburg, FL. Minutes were approved with one spelling correction.

II. OFFICER REPORTS:

Treasurer's Report:

Kristen Morda's report was reviewed and stands as written.

Beginning Balance	January 1, 2008	\$15,867.37
Ending Balance	December 31, 2008	\$10,391.39

President/Program Co-Chair Report:

Barbara Wood quoted Dickens, "it was the best of times, it was the worst of times" for the year 2008/2009. During these economic times libraries are short staffed and people are finding themselves fulfilling multiple tasks. Professional development in organizations like FHSLA has gone to the bottom of the list of things to do. The heart and soul of FHSLA, Allison Howard, has stepped up to the plate filling the gaps that FHSLA has experienced this year. Barbara gave kudos to Allison for the webpage which is our best marketing tool.

In these "best of times" we are having a great turnout at this year's meeting. Barbara thanked Beverly Shattuck and Rose Bland for the time and support given to USF employees in supporting FHSLA. Also, Barbara thanked Nancy Schaefer and her committee for their tireless efforts, and a superlative job. She also expressed appreciation to our wonderful exhibitors—we have 13 this year. She asked that we go out of our way to stop at the exhibits and offer a special thank you to Sean Keogh of BMJ for hosting the Wine and Cheese Party.

Another thank you was expressed to Kristen Morda, who has devoted numerous hours to her treasurer's duties this year. Kristen is a shining example of young librarians with great potential, who we must all remember to mentor on a daily basis.

Barbara Wood noted we have eleven (11) first time attendees at this year's conference.

Ms. Wood expressed there is still an outstanding issue of joint meetings which will serve as recruitment and partnering tool for FHSLA in the years to come. As chairman of SPC next year, she would like to see some substantive discussion among the membership on joint meeting issues.

Lastly, Barbara Wood stated it has been a pleasure serving FHSLA and meeting all the dedicated librarians throughout the state of Florida. She said, "Even during the best and worst of times, you my colleagues constantly remind me of the resiliency and unselfish service ethos of our profession".

Vice President/Program Co-Chair Report:

Nancy Schaefer gave her report expressing the great results of reducing costs in several areas including the reduction in the number of speakers at this year's meeting. Nancy worked with the Strategic Planning Committee, John Orriola, Allison Howard and Barbara Wood to bring innovative ideas to this year's program. They have added the spark and helped bring nominations to a grand conclusion. A Bylaw change was suggested that the Immediate Past President becomes Chair of the Nominating Committee as the Nominating duties and the SPC duties usually happen at different times of the year. Another Bylaw change motion was sent out to the membership to clarify that when the SPC chair becomes a member of the committee the following year that it is as an ex-officio member.

III. COMMITTEE CHAIR AND APPOINTED POSITION REPORTS

Archivist:

No Report given, the position is vacant. Tanya Feddern-Bekcan is checking on the materials of the FHSLA Archives and will be reporting back to the President Barbara Wood.

Continuing Education:

Linda Butson, Deb Lawless, John Orriola did a survey for CE's and created a potential list for future meetings. Talented staff were recruited for teaching CEs for this meeting. Forty-two people registered for the meeting, 34 are taking CE's. Break-down is as follows: Government Resources in Consumer Health (Kathy Moeller): 7-8; Presenting Data and Information with Consideration to Audience (Randy Graft): 9; Technology Planning for Health Sciences Librarians (Wallace McLendon and Bart Ragon): 11; and Using Free or Low Cost Web 2.0 Tools (Ellie Bushousen): 6. No honorariums were paid as all the teachers donated their time. Randy Graft's class was offered at a much lower cost than normal. A motion was made to give \$50.00 gift cards to all CE instructors. The motion was seconded and approved.

Honors and Awards:

Kathleen Moeller expressed appreciation for her committee members, Deedra Walton, and Sue Felber and their participation in awarding this year's honors and awards. There were no Honorary Members or Librarian of the Year nominees selected for this year. One Library Paraprofessional Scholarship was awarded to Faith Schafer-Moody, and two Student Scholarships, one each to Jung Lee and Jinxuan Ma.

Membership:

Rose Bland stated we have 81 registered members, with 11 new members. Positive results were derived from creating a new application this year. Two new sections were added: 1) How you heard about FHSLA (for new members) and 2) Mentoring: Would you be willing to mentor a FHSLA member? In what area(s) of expertise? and, Would you like a mentor? In what area?

Rose expressed appreciation to Nadine Dexter for being instrumental in suggesting to new Southern Chapter members to think about joining FHSLA. Rose also did a virtual field trip of other health sciences library associations and consortiums looking at additional benefits and perks available that we might be able to offer to our membership, as well as the reviewing their membership forms and websites. She stated we are in excellent shape in comparison to other similar groups and that our website was the best of the ones she viewed. She stated that our website is a great resource.

First time buddies have been assigned and it seems to be working out well. Nancy Schaefer also made a suggestion that we all spend the first half-hour at any social function with people we don't know so 1st time attendees feel welcome and get acquainted faster.

The Executive Committee suggested we place a password protection on our current Newsletter and allow only previous issues of the newsletter to be readily accessible online. A motion was made and accepted and will be presented to the membership for a vote. A recommendation was also made to put the FHSLA directory online with password protection. A motion was made and accepted and will be presented to the membership for a vote.

Newsletter:

Allison Howard reported Suzanne Nagy has had personal matters and she, Nadine Dexter and Linda Butson staffed the position this year and will continue through the coming year, if needed.

Nominating:

Nancy Schaefer expressed appreciation to her committee of Claire Keneally, and Deedra Walton, as well as to other FHSLA members who submitted names of potential candidates, helping her solidify the nominating slate.

Strategic Planning:

Nadine Dexter hosted the SPC meeting at UCF, Orlando on November 14, 2008. Dean German came in greeted and welcomed everyone. A recommendation was made that the SPC chair's 2nd year on the committee be as an ex-officio member to ensure the committee has an odd number of voting members. A motion will be presented to the membership. Pat Clark is the Southern Chapter MLA meeting Local Arrangements Chair and put out a call for assistance. She is appreciative of the support and will be contacting people as organization gets underway. The SPC discussed the Annual Meeting and supported Nancy Schaefer with many ideas and suggestions. Meeting

evaluations from the 2008 meeting were passed out and discussed. Newsletter assistance was given as mentioned previously.

Webmaster:

Allison Howard has kept the website updated. A few requests were made that we link to other sites but they were outside our scope and of a commercial nature.

E-List Coordinator:

Allison Howard stated that all new members have been added to the list as they have joined. There are currently 117 email addresses which include some people who have more than one email address and some people who have not yet renewed.

All reports to stand as written.

IV. OLD BUSINESS:

NN/LM SE/A Emergency Preparedness:

Allison Howard reported that there are four state coordinators and that the state has been divided by counties and the number of libraries within those counties. Some have more counties but fewer libraries; others have fewer counties but more libraries. The four individuals are: Geddy Paulaitis in Miami, Nadine Dexter in Orlando, Beth Layton in Gainesville and Allison Howard in Tampa. Nadine and Allison did contact Ann McDonald at Florida Hospital in Orlando during 2008 when they had a sewage backup due to a pipe broken during construction. Ann was extremely surprised and pleased with our contact.

FCHIN

Nadine Dexter stated that FHSLA made a commitment to FCHIN for up to \$5,200. Of that amount, FCHIN has currently spent \$1,424.46. FCHIN is grateful and appreciative of the support. Barbara Shearer will be reporting on FCHIN during lunch.

V. NEW BUSINESS:

Honors and Awards:

Honorary Member Benefits: Should Honorary Members get free meeting registration (or reduced fee) but pay for their own CEs and meals? Recommendation: Honorary Members who wish to attend the Annual Meeting could be offered the same discounted rate as is given to students for registration and CE classes. There is no cost to Honorary Members to attend the Business Meeting, but they would be required to pay for any meals they wanted to attend. Further discussion was referred to the Honors and Awards Committee.

Honorary Members: What to do if Honorary Member nominees are not registered for the Annual Meeting where they are to be recognized? Recommendation was that a letter be sent by Chairman of Honors and Awards inviting them to attend but that all meeting fees are to be paid for by the individual.

Scholarships: A recommendation to expand our scholarship program was discussed. SIS (Suncoast Information Specialists) affords scholarship to FLA meetings and has recipient(s) report back to the membership. Honors and Awards committee was asked to look into creating scholarships to send members to attend other association conferences and how they would share what they learned with FHSLA.

Annual Meetings:

Friday-only registration – Executive Committee discussed whether to create a Friday-only registration fee for people who couldn't attend the whole conference. Idea was rejected.

2010 meeting – No official FHSLA meeting in 2010 as SC/MLA is meeting in Florida. CE Committee will make a recommendation how to offer CEs. Executive Committee suggests looking at offering classes online or via teleconference.

2011 meeting will be hosted by Miami.

Annual Report Change: Nadine recommends the President receive all reports and send them to the Archivist and the Webmaster as a group. Motion was accepted, 2nd and approved.

Membership Committee will work on unemployment assistance, job loss relief and make recommendations. Perhaps creating a resume clinic, etc.

Joint Meeting Guidelines: Reviewed report from the Strategic Planning Committee Ad Hoc Task Force on Joint Meetings. Executive Committee charged SPC to continue fact-finding and guidelines exploration. More concrete recommendations/guidelines need to be completed before eliciting feedback from the membership.

Mileage: Kristen Morda brought up questions regarding mileage reimbursement. FCHIN is being reimbursed at the Florida rate based on the statutes (currently 44.5 cents/mile) but FHSLA members are being reimbursed at the IRS rate (currently 55.0 cents/mile). A motion was made, 2nd and approved that FHSLA also reimburse at the FL rate. The Treasurer is charged to check FL rate on a semi-annual basis. The Webmaster is to change the online form.

Summary: three recommendations will be presented to the membership in addition to the motions to amend the Bylaws:

1. Add directory to website (password protected)
2. *FHSLA Alert* on website but embargo current issue (password protected)
3. Going green, going forward.

The meeting was adjourned at 8:46 PM.

Respectfully submitted by

Dorothy R. Kelly/Secretary